Here's my quick take: I think this problems stems from the fact that students really don't understand what it means to "USE" a document.

"Use" ... to do WHAT? is what most of them are probably thinking. (They also don't understand what "To develop an argument ..." means for the same reason. They don't understand what an "argument" IS.)

So, since "use" is a verb, ask them to
1. Read a doc. Then explain the overall meaning/gist of that doc to someone else IN ONE SENTENCE. I call this the "condensed doc." It must NOT contain any quotation from the doc, the author's name, nor any text from the 'source line' info.

2. Take the “Condensed doc” version above, and add/change just a few words to include a specific concept/word/characteristic unique to this Doc. It can be a SHORT quotation, but doesn’t have to be.

3. Analysis: Write 1-2 sentences that answer the question, "WHY did THIS author create THIS document at THIS time?" Possible questions that will help you think of the answer include:
• What was the Author’s purpose?
• Who was author’s Intended Audience?
• What did the author hope would happen as a result of this document?
• What situation happened before this document that spurred the author to create it?

Your answer MUST be unique to this doc/author, and ONLY THIS doc/author. “The author wrote what he wrote because he wanted everyone to know what he thought.” is NOT acceptable! (Isn't that true for EVERY document EVER written?)

4. Doc 'Trifecta' (summarization, USE of Evid, and Analysis of POV all together) Now combine steps “2” and “3” above into 1 (or 2) sentences. The sentence(s) will be at least two clauses, but try to keep it below 30 words. BONUS: Accomplish all of this in <25 words.

Example: Thomas Jefferson's Declaration of Indedence

1. The Decl of Ind outlines the goals of the American Revolution.

2. The Decl of Ind justifies the Am Rev by the values of the Ennlightement.

3. Jefferson clearly listed the rights and offenses committed in order to make the Declaration to appear as "natural" as any laws of nature.

4. Jefferson began the Decl by listing colonists' natural rights and Britain's 17 violations of those rights in order to make the Revolution appear logical to a skeptical audience that respected Enlightenment ideals. (32 words)